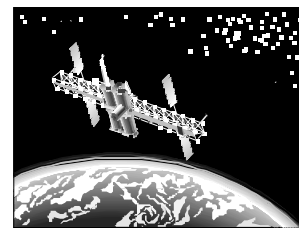




STATE HISTORICAL RECORDS ADVISORY BOARD FOR THE STATE OF IDAHO

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"The Mission of the Idaho State Historical Records Advisory Board is to be an advocate for the creation, preservation, dissemination and use of information that accurately chronicles the people and institutions of Idaho, both public and private."

Idaho State Historical Records Advisory Board 2002 Annual Report

The SHRAB met at official board meetings four times in the year 2001, plus it held 10 two-hour town meetings throughout the state attended by over 180 citizens, and held the first of several special sub-committee meetings.

Awareness of Problems

The Idaho State Historical Records Advisory Board (SHRAB) has given a series of public meetings within each judicial district of the state to solicit comment on the plan and to create greater awareness of the importance of historical records. Two-hour meetings were held at these dates and times in the following cities around the state:

10/10/2001 5:30 pm - 7:30 pm	ISHS Historical Library	Boise
10/11/2001 7:30 pm - 9:00 pm	Canyon County Historical Society	Nampa
10/17/2001 7:00 pm - 9:00 pm	Museum of North Idaho	Coeur d'Alene
10/18/2001 3:00 pm - 5:00 pm	Latah County Courthouse, Room 2B	Moscow
10/19/2001 9:00 am - 11:00 am	Historical Museum at St. Gertrude's	Cottonwood
10/23/2001 6:00 pm - 7:30 pm	Upper Snake River Historical Society	Rexburg
10/24/2001 2:00 pm - 3:30 pm	Bannock County Historical Society	Pocatello
10/25/2001 6:00 pm - 8:00 pm	The Community Library	Ketchum
10/26/2001 7:00 pm - 9:00 pm	Minidoka County Historical Society	Rupert
11/21/2001 1:00 pm - 3:00 pm	Cascade Public Library	Cascade

The strategic plan "Idaho's Family History: Historic Records At Risk Planning For Progress" was distributed and discussed. Emphasis was placed on preserving an individual's family history and then broadening the concept to the documentary heritage we all share in Idaho. Meetings were well attended with the average size being eighteen. The video Into the Future: On the Preservation of Knowledge in the Electronic Age was also shown and discussion often ensued as to the double jeopardy that historical records are increasingly placed in due to both poor storage and access of paper records and the rapid technological obsolescence of electronic record formats. Many who attended told stories of being denied access to public records by local government officials. Others told of becoming aware of the destruction of historical records by local government officials because they "ran out of space to store them." The participants were

made aware of the Idaho Public Records Law (Idaho Code 9-337 through 9-350) for rights of people to access public records and of the role of the State Historical Society (Idaho Code 67-4126) to both accept and require “that any state, county, or city, or any public official, deposit official books, records, documents, or original papers, not in current use, which are of definite historical importance, in the society for preservation.”

Positive response from these meetings in 2001 generated requests for three additional meeting in January 2002. They were:

01/12/2002 11:30am - 2:30pm	Canyon Co. Republican Women’s Club	Nampa
01/18/2002 7:00pm - 9:30pm	Owyhee Co. Historical Society	Murphy
01/29/2002 7:30pm - 9:30pm	Nampa Valley Grange Hall	Nampa

A total of 88 people attended these three meetings and several told similar stories of being denied access to public records and becoming aware of their destruction by government officials.

As a result of these public meetings, it has become obvious that some public officials in Idaho need to become more aware of their responsibilities in providing access to public records and the role of the State Historical Society to require and supervise the collection of historically important records.

The Need for Planning

Public discussion at the regular board meetings and special presentations throughout indicate that the statewide strategic plan must be coordinated and closely followed by historical agencies and other parties concerned with the preservation and access of public records. NHPRC Grant #99-003 allowed the SHRAB train officials to conduct records inventories in eleven counties. These counties have produced extensive inventories, which remain to be input on a database for generation of additional suggested records series worthy of permanent retention. Findings of completed inventories real many gaps in record series and storage areas that most often are filled to capacity with records overflow stored in un-secure and hazardous conditions. In the recent past, due to lack of storage space, several counties have taken older records to the landfill. The result of the inventories and public meetings was SHRAB’s publication in 2001 of a report and strategic plan entitled “Idaho’s Family History: Historic Records At Risk.” The publication, found on the web at <http://www2.state.id.us/ishs/SHRAB.html> and subtitled “Planning for Progress,” reports the findings of surveys and suggests priorities, goals and specific activities over the next decade to reverse the trend of ignorance, destruction and neglect of our shared documentary heritage.

The Continuing Need For Resources

Through careful management of fiscal resources NHPRC Grant 99-003 has exceeded its original goals and has been extended to fund SHRAB activities an additional two years. However, the grant monies will be expended by December 2002 and the SHRAB will need to seek additional funding resources to carry on its activities.

Ongoing discussions of the Board concern ways to fund future activities. The Board recognizes the need to make recommendations to various funding agencies. A major part of past SHRAB discussions has been how and where to apply for grant applications. However, the Board agreed to get most anything done on a long-term basis, specific funding legislation will need to be passed. The activities necessary to preserve and make accessible public information are fundamental governmental responsibilities that should be a proportion of every government's overall financial resources. The SHRAB has proposed a "**Government Records Archival Maintenance and Preservation Account (GRAMPA)**" (draft copy attached) and has directed the State Coordinator to enlist the assistance of as many organizations as possible to get this legislation or something similar passed in the 2003 legislative year.

In 1999, the SHRAB urged the consolidation of the State Archives and State Records Management functions. This has yet to happen, however talks were underway in 2001 between the Idaho State Historical Society which has state archival functions and the State Dept. of Administration which has state records management functions to plan to cooperatively share in a future expansion of the State Archives building that would provide for needed storage area for the State Records Center as well. The current economic shortfall and freeze on capital expenditures has placed a temporary halt on the progress of these negotiations.

Unfortunately the fact remains that Idaho continues to lag far behind other states in providing services to properly manage and care for its own records. Idaho has the dubious distinction of having a State Archives and a State Records Center with the least number of full time personnel working and lowest amount of fiscal resources to manage, protect, preserve, and make accessible the people's documentary heritage in the United States. The States neighboring Idaho have anywhere from 2 to 7 times Idaho's combined State Archives and State Records Center staff. If any of Idaho's documentary heritage is to be saved and made accessible to the public, the State must pool scarce resources, end costly duplication of services, and work cooperatively with other government entities.

Conclusion

In whatever ways preserving our shared documentary heritage is eventually accomplished, the Board recognizes that a cooperative partnership between all types of historical records repositories is essential to meeting that goal. With the progressive implementation of its strategic plan, the SHRAB must help increase the awareness and networking potential of concerned citizens to protect and make more accessible Idaho's historical records throughout the coming years.

Submitted January 30, 2002

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State Historical Records Coordinator

TITLE 57
PUBLIC FUNDS IN GENERAL
CHAPTER 20

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GOVERNMENT RECORDS ARCHIVAL MAINTENANCE AND PRESERVATION ACCOUNT
57-2003. CREATION OF GOVERNMENT RECORDS ARCHIVAL MAINTENANCE AND
PRESERVATION ACCOUNT (GRAMPA) – PURPOSE.

DRAFT

There is hereby created and established in the state treasury an account to be known as the "Government Records Archival Maintenance and Preservation Account (GRAMPA)" to which shall be credited or deposited all monies accruing from the redirection of ten percent of State, Local Government, and Judicial "recording" or "filing" fees of records worthy of permanent retention for the purposes of the account. Filing and recording fees of effected agencies will result in a one-time proportional increase to cover redirection of these fees. The purposes for which deposited moneys in the account may be used shall be to improve records access and storage, and to maintain, repair, migrate, and preserve public records of enduring research or historical value in the State of Idaho. The Idaho State Historical Society Board is charged with the administration of the account for the purposes specified herein with the advice and supervision of the State Historical Records Advisory Board of Idaho. The provisions of section 67-4126, Idaho Code, are made applicable for the provisions of this section. All claims against the account shall be examined, audited and allowed in the same manner now or hereafter provided by law for claims against the state. Seventy (70) percent of all monies collected annually in the Government Records Archival Maintenance and Preservation Account will be available in the form of grants to all government agencies and historical repositories of public records in the State of Idaho and Thirty (30) percent of the monies collected annually shall be used to support the services of the State Archives to government agencies and the public. **DRAFT**

NOTE: Idaho Code, Section 67-4126, makes the State Archives of the Idaho State Historical Society responsible for identifying, storing, preserving, and providing public access to inactive government records, which have continuing evidential and historical value to the public beyond their immediate usefulness to the originating government agencies. The State Archives serves all Idaho government agencies as a focal point for public records management standards guidelines, procedures and educational offerings covering:

AEssential records protection.
AFiles classification/maintenance.
AElectronic records management.
AElectronic and film based imaging preparation/inspection/transfer.
ANon-current archival records storage and retrieval.
ASecurity storage of microfilm copies of essential records.
ADisaster preparedness and recovery information.
AREcords retention and disposition.
AArchival records transfer procedures.

The Government Records Archival Maintenance and Preservation Account is a fund dedicated to defer the costs of collecting, protecting, preserving, maintaining, and providing access to public records of enduring value for the State Archives, special state and local government archives, and other public records repositories operating in cooperation with the Idaho State Historical Society and the Idaho State Historical Records Advisory Board throughout the State of Idaho.